

MEETING #12 March 20

At a Budget Workshop Session of the Madison County Board of Supervisors on March 20, 2007 at 2:00 p.m. in the Thrift Road Complex:

PRESENT: Eddie Dean, Chairman
James L. Arrington, Vice-Chairman
William L. Crigler, Member
Bob Miller, Member
Clark Powers, Member
V. R. Shackelford, III, County Attorney.
Lisa R. Kelley, County Administrator
Teresa Miller, Finance Director

Chairman, Eddie Dean called the budget workshop session to order and announced that all Board members were present.

Chairman, Eddie Dean stated the first budget line item open for discussion was the Emergency Medical Services.

James L. Arrington verbalized concerns over the figures being paid for overtime and asked if there were additional part-time staff.

Teresa Miller, Finance Director, advised that a bulk of his telephone line item is for cell phone charges.

James L. Arrington asked how many personnel were employed with the EMS Department, to which Teresa Miller, Finance Director, replied there were twelve (12) full-time staff and six (6) or seven (7) part-time staff members.

James L. Arrington stated the overtime figures are justified by the part-time staff working the evening hours; he feels this will enable funding to be straight-lined and allow the Department to manage with the same amount of funding that was requested during the past year.

Chairman, Eddie Dean advised this practice has been attained with the exception of salaries (i.e. increase in personnel and benefits) which offsets the grand total of \$103,000.00 which is the total being requested.

William L. Crigler stated there are times when full-time staff has to work overtime to fill slots when part-time staff is not available.

Chairman, Eddie Dean stated the budget request also includes salary for an additional full-time position which will be funded by utilizing overtime and part-time funding.

William L. Crigler stated the aforementioned issue has been discussed by the Madison County Board of Supervisors although no formal action has been taken to date.

Chairman, Eddie Dean stated this manner of funding was also utilized in the Sheriff's Department during the past year; it is also felt an additional full-time staff member will provide more flexibility within the EMS department.

Chairman, Eddie Dean advised the EMS Coordinator was not in favor of funding a full-time staff member to cover the request by volunteer services for additional assistance.

Teresa Miller, Finance Director, stated additional full-time staff will cost about \$47,388.00 for a full-time EMS staff member (includes FICA, VRS, health insurance, life insurance, Workman's Compensation, etc.).

Chairman, Eddie Dean suggested the Board proceed with a decision for the EMS Department in order to provide the Coordinator a scheduling option.

William L. Crigler asked if funding will need to be reinstated for part-time funding in order to reinstate benefits versus the hours of work to cover the duties being performed by full-time staff, to which Chairman, Eddie Dean stated he believed the numbers provided were a bit inflated and should be able to offset this funding.

Lisa Kelley, County Administrator advised when calculations were being made for part-time and overtime funding in lieu of the need for full-time personnel, the Coordinator had the feeling this would create a "wash-in/wash-out" situation and still leave a sufficient balance in part-time and overtime to cover any additions that may need to be covered.

Clark Powers asked the aforementioned request would cover one (1) additional full-time position and eliminating one part-time position, to which Chairman, Eddie Dean stated the issue would probably involve a reduction in hours but will utilizing the full-time rather than part-time staff.

James L. Arrington verbalized concerns as to the escalating cost

associated with providing emergency services in Madison County.

Chairman, Eddie Dean stated there may come a time when paid personnel may have to assist volunteer services twenty four hours a day for the entire year; it stressed the need to have some revenue generated for emergency services in Madison County.

Bob Miller stated with the additional traffic and accidents that occur along Route 29, emergency personnel from Madison County are called to assist.

William L. Crigler stated it appears the same situation will occur as does with the Madison Fire Department.

James L. Arrington stated he feels the cost of growth in Madison County has escalated to the point that residents are being forced out of the area; he claimed the budget is growing and something has to be done to control spending and management.

Chairman, Eddie Dean stated the tax rate did not increase during the past year although the growth was in new development.

Clark Powers verbalized concerns regarding emergency services personnel being called to handle accidents that occur on Route 29 and stated those individuals involved should have to pay the locality for any emergency services that are provided.

Bob Miller stated the Madison Volunteer Rescue Squad has been asked to participate in a study regarding the aforementioned issue – he also stated some of the surrounding localities are moving toward that same method in order to produce revenue; however a decision must be made by the volunteer services as they own the equipment and not the County.

Chairman, Eddie Dean advised the current statutes indicate a locality cannot charge for emergency services unless the entity providing the service owns the equipment utilized to make the calls.

Chairman, Eddie Dean stated he also advised the Madison School System of the need to convert the bus garage to a County motor pool to house emergency services vehicles (County & volunteer), County vehicles and school vehicles; however, if County vehicles are serviced by those individuals who service school vehicles, it will take business away from the local merchants who have performed repairs for County vehicles.

James L. Arrington asked if the County could draw up an exclusive service contract to cover all servicing of County vehicles.

Chairman, Eddie Dean stated it would be beneficial for the County to have its own facility and also indicated the Madison School System feels a mechanic will be needed; however, he felt an additional mechanic would be needed.

Bob Miller stated there may be a need to hire a mechanic for specialized jobs if necessary.

After discussion, Chairman, Eddie Dean suggested round numbers be sought for overtime and part-time for the EMS Department and suggested the following reductions:

1. Decrease the amount for a new hire to \$25,000.00
2. Stabilize overtime at \$25,000.00 (reduced from \$35,000.00)
3. Stabilize part-time at \$62,000.00 (reduced from \$100,000.00)
4. Increase medics by \$48,000.00 (add \$15,000.00 to benefits)

Chairman, Eddie Dean suggested the Board review the County salary page which provides a summary.

Teresa Miller, Finance Director, advised the increase is based on actual salaries and does not reflect any figures as indicated in last year's budget.

Chairman, Eddie Dean stated this summary does not include LEOS coverage being added for EMS personnel (i.e. extra benefit for law enforcement and other type employees in VRS that have a risk factor in their job). He stated this coverage initiated as a benefit for state troopers; was later extended to sheriff's, deputies, EMS and paid fire personnel; this is the first year this coverage is being made available to EMS personnel and the cost is based on what the County pays all employees, therefore, every employees salary is being affected by the VRS contribution because LEOS coverage is being added for EMS personnel (i.e. \$33,000.00).

Lisa Kelley, County Administrator, advised the same affect was initiated when the County Deputies were included to be afforded LEOS coverage.

William L. Crigler asked what type of additional coverage would be provided to employees with LEOS coverage, to which Lisa Kelley, County Administrator, indicated the coverage is a form of retirement coverage

James L. Arrington verbalized concerns as to whether EMS personnel should be classified as having jobs with the same level of risk as the Sheriff and Deputies.

Chairman, Eddie Dean advised this coverage is initiated by the State and is deemed to be categorized with a level of high risk; therefore, both departments are covered.

Lisa Kelley, County Administrator, advised that stress factors are also noted with both departments (i.e. work injury, exposure to infectious disease, etc.).

Chairman, Eddie Dean stated the cost for LEOS coverage will be a bit more for EMS personnel as it is for the Deputies, as the cost is based on the risk factor.

Chairman, Eddie Dean explained that LEOS coverage is a different multiplication factor of retirement which is run by the State.

Clark Powers stated the insurance fees for EMS personnel is higher now than it was about ten (10) years is partly due to the increase in vehicular accidents which involve multiple vehicles.

Chairman, Eddie Dean stated the change in salaries is only a small percentage of the budget being discussed and is actually only \$200,000.00 out of a proposed \$3,000,000.00; he stated if a one percent (1%) change was initiated in salaries, this will have a tremendous effect on the current budget.

In closing, Chairman, Eddie Dean stated the proposed salary increase is not what has caused an escalation in the 2007-2008 Budget.

Clark Powers asked if the Board could discuss issues pertaining to the elderly and increased taxes during the budget session.

Chairman, Eddie Dean stated there is tax relief for the elderly if they qualify.

James L. Arrington stated since the aforementioned tax relief was enacted, there has only been one (1) citizen to qualify in Madison County. He stated he is aware of a relative who will have to sell a portion of her three acre (3.0) lot in order to pay the personal property taxes that she will owe to Madison County. He further indicated the individual does not qualify for tax relief for the elderly (according to the Commissioner of the Revenue Office) – he stated there was no “net worth” provision in the Ordinance

when the County first established this relief. In closing, he stated that he collected forms to complete for his relative and provided them to Gale Harris, Commissioner – however, the resident was denied entry into the tax relief program and the Commissioner of the Revenue Office did not contact the resident or himself to advise of the outcome of the application for six (6) to seven (7) months.

Lisa Kelley, County Administrator, indicated the State established some perimeters for net worth based on annual income baseline.

Clark Powers asked if the Board could establish conditions to override the baseline, to which Chairman, Eddie Dean indicated the County was not in a position to change State policies.

Chairman, Eddie Dean stated the Madison County Board of Supervisors does not actually run the Commissioner of the Revenue Office and indicated the Board does plan to make changes to their proposed budgetary request.

Lisa Kelley, County Administrator, indicated there has been some change to the State laws during the past few years and feels there may be a clause to allow for more of the property around the resident's house that can be exempt.

James L. Arrington stated he has also advised V. R. Shackelford, III, County Attorney of the issue and will get back with him.

Chairman, Eddie Dean stated all County employees are public servants and have a responsibility to assist the citizens; he feels this is something that will need to be discussed.

Clark Powers stated he was advised by the Commissioner of the Revenue that she "was a state employee."

James L. Arrington asked if the proposed five percent (5%) salary increase would be the same for all departments.

Chairman, Eddie Dean stated when the Board gets to the point of balancing the 2007-2008 Budget and a reduction of \$40,000.00 is needed, perhaps the cost of living increase may need to be cut to 1.5% and the step increase to 2.5% - if \$80,000.00 is needed, then the cost of living can be decreased to .5% and a step increase of 2.5%; however, he stated it would be a premature move on the part of the Board to

take such measures at the current time, although having this general information in hand will be extremely beneficial.

Chairman, Eddie Dean stated most of the figures in the 2007-2008 Budget are basically down to the minimum.

Chairman, Eddie Dean stated the next budgetary request has been submitted from the Juvenile Probation Office.

Chairman, Eddie Dean asked if the County was paying for phone service for the aforementioned office, to which Teresa Miller, Finance Director, indicated that particular office has a state line; however, she stated she would have Cheryl Corbin, Accounts Payable Technician, investigate this issue.

Teresa Miller, Finance Director, advised that changes can be made for this service as has been done with other County Departments.

Bob Miller asked about the long distance fees being charged to the County, to which Chairman, Eddie Dean stated was a three cents per minute flat rate with Verizon – he stated this flat rate was negotiated over a year ago.

Chairman, Eddie Dean asked if the long distance bill was being broken down by Departmental usage, to which Teresa Miller, Finance Director, indicated that it was being done in the aforementioned manner and this was primarily being done just in case there was ever any reimbursement from the State.

Bob Miller suggested the bill be investigated to see if actual minutes of telephone usage were being listed.

Chairman, Eddie Dean asked if there were any concerns about the budgetary requests being submitted for Confinement of Prisoners and the Central Virginia Regional Jail.

Teresa Miller, stated the budgetary request being submitted by the Central Virginia Regional Jail was basically for reimbursement to the Sheriff and alternatives for attending the monthly meetings which is regulated by Virginia State Code – she advised the increase based on the fact that an alternate representative was requested; therefore funding has to be included in the budgetary request to cover this.

Chairman, Eddie Dean stated he has become the “At Large Member” for the Central Virginia Regional Jail and has been attending meetings for the past few

months. He also advised that during the upcoming budget year there will be no cost to the County other than the fees being discussed as there has been enough carryover funding of about \$150,000.000 to \$200,000.00.

William L. Crigler stated a new facility is projected to be constructed in the State of Maryland to house federal inmates which cannot be housed at the Central Virginia Regional Jail.

Chairman, Eddie Dean asked if there were any concerns regarding the following budgetary requests:

1. Jefferson Area Community Corrections
2. Building Official

James L. Arrington asked about the budgetary increase for the Building Official Department, to which Bob Miller indicated, reflected an increase in data processing fees and salaries.

James L. Arrington asked if the data processing fees was for GIS mapping, to which Bob Miller advised was for building permit fees and all activities that take place in the office that are charged to the general public.

Chairman, Eddie Dean indicated fees are collected in the Building Official's office and then given to the Treasurer for deposit at the end of the business day – the same process occurs with the Zoning Office.

Chairman, Eddie Dean stated the main goal has been to allow the Building Official Department to be more self-supporting than it has been in past years (i.e. fees); he stated the Board adopted fees in April which were effective July 1, 2006.

James L. Arrington asked if the employees in the Building Official Department now wear uniforms, to which Chairman, Eddie Dean indicated was so (i.e. shirts, pants).

Chairman, Eddie Dean stated the Virginia Building Permit fee is a standard amount being submitted to the state (1.5%).

Chairman, Eddie Dean asked if there were additional concerns about the budgetary request submitted for Animal Control.

James L. Arrington stated Dr. Graves verbalized concerns about the County utilizing veterinary services in Standardsville, Virginia rather than in Madison County – he asked when the Board will review this issue.

Chairman, Eddie Dean stated this issue probably deals more with the Madison Animal Shelter rather than Animal Control.

Teresa Miller, Finance Director, indicated that bills are received from Dr. Graves for animals taken to his office by Animal Control.

Lisa Kelley, County Administrator, indicated there are some instances in which Animal Control picks up an animal that has been hit and make take it directly to a veterinarian; therefore, there will need to be some funding in their budget for these expenses; however, if an animal is transported to the Madison Animal Shelter and veterinarian care is needed, that funding will be deducted from the Madison Animal Shelter budget; she advised all fees for euthanasia are deducted from their budget also.

Lisa Kelley, County Administrator, started she met with Dr. Graves and the Board will need to address the aforementioned issue and a volume discount; she stated Dr. Graves currently charges twice the amount for euthanasia services as the veterinarian located in Standardsville, Virginia.

William L. Crigler suggested the County bid this service to eliminate further concerns.

Lisa Kelley, County Administrator, stated the Board will need to access whether it is worthwhile to have euthanasia services performed by personnel at the Madison Animal Shelter; however, this practice involves a level of care (i.e. drugs, certification, etc.) that will need to be in place according to regulations. She advised that price sheets have been provided by both veterinarians.

Chairman, Eddie Dean asked if there were any concerns regarding the budgetary request submitted by the Madison Animal Shelter.

William L. Crigler asked if the budgetary line item for cleaning supplies was moved from another category.

Teresa Miller, Finance Director, stated this has been utilized in the past and was removed from the past line item for feed and cleaning supplies (disinfectant).

Bob Miller asked if the disinfectant was applied separate from the high

pressure washer and in what manner is the substance applied.

Lisa R. Kelley, County Administrator, stated efforts are still being made to keep the Manager of the Shelter abreast of procedures to manage all expenses very closely; she stated the issues that have received the most criticism is cleanliness of the facility and the smell; therefore, current requirements include that appropriate disinfectant be applied regularly and cleaned.

Lisa R. Kelley, County Administrator, advised that Ross Shifflett, Directors of Facilities & Maintenance, has been charged with the task of ensuring the Manager of the Animal Shelter monitors all products and supplies that is being utilized at the facility.

Teresa Miller, Finance Director, indicated that all bills that are signed by Carole Heller, Manager, are not being paid until they are signed off by Ross Shifflett also.

Bob Miller stated over usage of disinfectant and other cleaning supplies could affect the ability of the drain field to digest these compounds; therefore, a quicker turnover may need to be utilized for pumping the system.

Lisa Kelley, County Administrator, stated the aforementioned issue may be resolved by a quicker turnover time for adoptions and perhaps relocation of larger animals rather than utilizing euthanasia.

Lisa Kelley, County Administrator, indicated both Departments have funding for advertising; however, in the event an owner of a domestic animal must be found prior to the animal being euthanized, funding for this advertisement will be taken from the budget for the Madison Animal Shelter.

Chairman, Eddie Dean stated of the \$2,500.00 that was budgeted for boarding fees has not been spent; therefore it was questioned how Graves Mountain Lodge was being paid for lodging larger animals.

Lisa Kelley, County Administrator, advised there have also been pigs and bulls housed at Graves Mountain Lodge and a bill should be received for lodging; additionally there are a couple of sheep that will soon be taken to market so a bill should be received shortly.

Teresa Miller, Finance Director, advised the County was not charged for some of the animals because they do take some animals for their petting zoo.

After discussion, Chairman, Eddie Dean suggested the line item for budget fees be reduced to \$2,000.00.

Chairman, Eddie Dean also suggested the line item for Training be decreased to \$1,000.00 as it was not used during the past year.

William L. Crigler asked how much it would cost to train a new Animal Control Officer if one of the existing officers quit employment.

Teresa Miller, Finance Director, stated it cost the County \$1,000.00 in the past to train one of the current Animal Control Officers – (i.e. travel and lodging included).

Chairman, Eddie Dean stated all the current data will be prepared in an easier format next year by utilizing the RDA Program currently being established for the County.

Chairman, Eddie Dean also stated a reduction should be implemented in the area of Training for the Madison Animal Shelter.

Lisa Kelley, County Administrator, indicated the only training expense she anticipates for the Madison Animal Shelter will be if the County requires the Manager to become certified to perform euthanasia.

After discussion, Chairman, Eddie Dean suggested the category be decreased to \$1,000.00; however, if additional funding is needed, a supplemental can be initiated.

James L. Arrington asked how much carryover funding was returned from County Departments during the past year, to which Chairman, Eddie Dean stated he was unsure; however, the total carryover figure for the entire County was \$2.5 million (Madison School System \$257,000.00) although part of that funding is due to some capital improvement projects not being completed which does not include the schools.

William L. Crigler asked if seminars would be considered as a part of training, to which Teresa Miller, Finance Director, indicated was a different item.

James L. Arrington stated he feels the County spends a lot of funding on training for EMS personnel and also believes the County should implement a requirement

that a month-to-month payback be enforced for all training – he asked if this could be implemented during the budget discussions or continue at a later time.

Chairman, Eddie Dean suggested the Board implement a plan for training and annual payback with all departments and not just EMS; he stated he feels the Board should include this item in the County's Personnel Policy.

Chairman, Eddie Dean stated the County is very fortunate to have good employees.

Chairman, Eddie Dean asked if there were any concerns about the budgetary requests submitted by the Medical Examiner and Services to Abused Families.

James L. Arrington asked how much funding was provided to both entities during the past year.

Teresa Miller, Finance Director, indicated the Medical Examiner is paid \$50.00 for each deceased person from Madison County; however if the State Medical Examiner is called in, his fee is \$75.00; she advised that \$1,000.00 has been placed in this budget line item for the past several budget cycles.

Chairman, Eddie Dean stated that \$330.00 has been spent to date.

Bob Miller asked if this services was mostly performed at the hospital if a patient was transported there by EMS personnel, to which William L. Crigler indicated if a person dies before being transported, the services is performed at their home.

Chairman, Eddie Dean stated the contribution to Services for Abused Families is a biennial contribution.

Chairman, Eddie Dean advised the funding for Road Construction-Revenue Sharing has to remain on the budget until the line item is zeros across.

Chairman, Eddie Dean asked if there were any concerns regarding the budget request as submitted by the Transfer Station.

Bob Miller stated he would like to have electricity installed at the location; however there is a need to have a facility located close by that can also utilize the electricity and heat that will be generated in order for the County to receive the electricity at a retail rate from Dominion Power; he stated surrounding localities have generating component nearby.

Chairman, Eddie Dean suggested a generation plant be situated at Hoover Ridge to service three (3) school facilities as it would be cheaper to transport the electricity from that location to Shelby.

Lisa Kelley, County Administrator, commented about the master plan for Hoover Ridge.

Chairman, Eddie Dean stated there are no plans for part of the property at Hoover Ridge.

Bob Miller feels the County will need to discuss some plans for economic development.

James L. Arrington asked about the budget line item for Container Rental, to which Lisa Kelley, County Administrator, indicated this was for the trailer that debris is placed in and gets transported from the facility.

Discussions also focused around the fact that an increase in community growth will produce more debris at the facility.

Chairman, Eddie Dean stated many of the items in the Transfer Station budget are of a contractual nature (disposal, DEQ regulations, etc.)

Bob Miller stated it may be feasible for the County to assume full responsibility for all operations at the Transfer Station in the future, to which Chairman, Eddie Dean indicated a study group may need to be composed to investigate this option; it was also suggested that a study group be formed to determine how to effectively operate the County during the future years (i.e. taxes, funding, etc.)

Bob Miller explained procedures that are occurring in other communities that generate revenue from incinerating debris brought in from local citizens; he also expressed concerns regarding the amount of funding the County pays out to vendors for disposal of debris.

Chairman, Eddie Dean stated the amount of funding utilized for disposal of debris is currently about thirty-seven percent (37%).

James L. Arrington stated Ross Shifflett, Director of Facilities & Maintenance, has indicated the fees being charged at the Transfer Station are slightly

higher than what is being charged by surrounding localities and doesn't feel the County should impose an increase at this time.

Chairman, Eddie Dean asked if there were any concerns about the budgetary request submitted by Facilities & Maintenance.

Clark Powers asked if there was a vehicle purchased for this particular department for the year, to which Teresa Miller, Finance Director, indicated was a three-quarter ton pick-up currently being used by Roger Berry – this vehicle has also been used to remove snow from some of the County vehicles.

Bob Miller suggested a study group be formulated to investigate any areas where the County can make some changes to improve energy efficiency in County facilities.

Chairman, Eddie Dean also suggested the County and Madison School System utilized a centralized method for facilities and maintenance which may be more cost efficient and create a savings for the County as a whole.

William L. Crigler asked about the line item covering uniforms and mats being rented from CINTAS.

Teresa Miller, Finance Director, indicated the cost for this service has steadily increased and can range from \$170.00 to \$180.00 weekly for mats in the County offices; she stated that Ross Shifflett has checked into purchasing mats, but the replacement and cleaning of the mats did not represent a large savings for the County. She advised the fees being charged by CINTAS also include mops, staff uniforms and cleaning supplies being utilized at the Courthouse.

Chairman, Eddie Dean advised that Betty Grayson, Zoning Administrator, endured a fall at the Administration Center that resulted in a broken wrist; questions were brought forth about safety and the Workman's Compensation claim; therefore, he feels the County really has to have these mats in place to cover the floor.

Chairman, Eddie Dean asked if there will be a bid for some of the Outside Services, to which Lisa Kelley, County Administrator, indicated an interest has been verbalized by an individual; however, there is nothing concrete in place at the present time.

James L. Arrington asked who maintained the Gun Range and whether it should be open for public usage.

Teresa Miller, Finance Director, indicated the Sheriff's Department maintains the range and indicated this was funding by money seized from drug stings.

Chairman, Eddie Dean advised of liability issues and whether the area was properly zoned for that usage.

Lisa Kelley, County Administrator, also advised about the liability issue and stated even if another entity maintained the area; she also stressed the importance of the County being aware of who is utilizing the area and when.

Chairman, Eddie Dean stated that non-County users should be required to contributed to the upkeep (i.e. fencing) of the area; additionally, he stressed that zoning issues should be investigated.

Teresa Miller, Finance Director, indicated that in order for anyone to utilize the range, certified personnel must accompany them.

Clark Powers asked who is in charge of the range.

Chairman, Eddie Dean stated he believed the Sheriff was in charge of the area and asked Lisa Kelley, County Administrator, to investigate this issue.

Chairman, Eddie Dean stated if the bid for Outside Services is in order, the line item for this category should be reduced to \$159,900.00 which will improve the bottom line in this particular category.

Teresa Miller, Finance Director, advised the tractor is eighty (80) horsepower w/loader will cost \$28,000.00 – a new seeder will cost \$13,000.00.

Chairman, Eddie Dean asked if there were any concerns regarding the budgetary requests submitted by the Madison Health Department; he asked what the rental rate was on the property and if an increase had been made in recent years.

Lisa Kelley, County Administrator, stated she would have to look at the written agreement that was made.

Chairman, Eddie Dean asked if there were any concerns regarding the budget request submitted by the Hospice of the Rapidan, Inc., Community Services Board and Comprehensive Services.

Teresa Miller, Finance Director, stated the budget request submitted by the Community Services Board reflects a total of \$4,276.00 increase as a supplement was submitted by the Board in December (as requested per requirements).

Chairman, Eddie Dean asked if there were any concerns regarding the budget request being submitted by the Germanna Community College and asked if there was any explanation provided as to the decrease.

Teresa Miller, Finance Director, stated a representative always attends the Budget Hearing; she also read a narrative provided by the new Director.

James L. Arrington stated the decrease may be attributed to the fact the County made a contribution to the new technology center that opened in Culpeper during the past year.

Chairman, Eddie Dean asked if there were any concerns regarding the budget request submitted by Parks & Recreation.

Chairman, Eddie Dean stated a major part of the decrease was attributed to the fact that a carryover supplement will be initiated throughout the entire year (monthly). He stated the new accounting procedure will help provide a better assessment of financial actions that occur with this Department.

Teresa Miller, Finance Director, stated the existing process provides the Park & Recreation Authority a better handle on what funding is available to their entity.

Chairman, Eddie Dean stated the process also provides a better “audit trail” as to what monies are utilized for youth activities, etc.

Chairman, Eddie Dean asked if there were any concerns regarding the budget request submitted by Cultural Enrichment – WVPT.

Chairman, Eddie Dean asked if there were any concerns regarding the budget request submitted by the Madison Library.

Teresa Miller, Finance Director, advised that a narrative was not submitted to explain the increase they are requesting.

Chairman, Eddie Dean advised the State of Virginia mandates localities to fund a certain portion to the Madison Library; he advised whatever the County funds during the current year cannot be decreased during the upcoming year; therefore, the County must provide \$87,419.00 during the upcoming year.

Chairman, Eddie Dean stated at one point, the County was contributing to the Madison Library's building fund; however, the facility is now paid for and they are expecting the County to fund the entire request.

Bob Miller stated it appears the increase will mainly fund salaries, maintenance and utilities.

Chairman, Eddie Dean asked if there were any concerns about the budget requests as submitted by the following entities:

1. Madison County Planning Commission
2. Zoning & Planning
3. Madison Main Street Project
4. Rapidan Better Housing Corporation
5. Aging Together
6. Board of Zoning Appeals

After discussion, the Board did not make any changes to the budgetary requests as submitted by the aforementioned Departments.

Chairman, Eddie Dean asked if there were any suggestions or discussion regarding the department for Economic Development.

After discussion, the Board decided to eliminate this position totaling \$22,273.00.

Chairman, Eddie Dean asked if there were any concerns regarding the budgetary requests submitted by the following entities:

1. Chamber of Commerce
2. Rappahannock-Rapidan Regional Commission
3. Planning – Updating Tax maps
4. Piedmont Workforce Network
5. Skyline CAP
6. Madison Habitat for Humanity
7. Culpeper Soil & Water Conservation District
8. Forestry Service
9. Environmental Management
10. Recycling Program.

After discussion, the Board decided to eliminate the category of Environmental Management and decrease funding in the Recycling Program from \$1,500.00 to \$500.00.

Chairman, Eddie Dean suggested the Board publish the Expenditure Request as presented by the Madison School System, the Department of Social Services and the County of Madison.

After discussion, on motion of James L. Arrington, seconded by William L. Crigler, the Board agreed to publish the Expenditure Request as submitted the aforementioned County agencies, with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Aye
Bob Miller	Aye
Clark Powers	Aye

Lisa Kelley, County Administrator, presented the Board with a written recommendation pertaining to salary adjustments; she also advised the Board to authorize a salary adjustment for an upgraded Deputy position in the EOC as requested.

After discussion, on motion of James L. Arrington, seconded by Bob Miller, the Board accepted the written recommendation presented regarding salary requirements and also authorized the salary adjustment as recommended for the upgraded Deputy position in the EOC, with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Aye
Bob Miller	Aye
Clark Powers	Aye

With no further action required, on motion of James L. Arrington, seconded by Bob Miller, Chairman, Eddie Dean adjourned the meeting with the following vote recorded:

Eddie Dean	Aye
James L. Arrington	Aye
William L. Crigler	Aye
Bob Miller	Aye
Clark Powers	Aye

Eddie Dean, Chairman

Lisa R. Kelley, County Administrator

Date: March 23, 2007

Copies: Eddie Dean, James L. Arrington, William L. Crigler, Bob Miller, Clark Powers,
V. R. Shackelford, III & Constitutional Officers
